

BUSINESS JUSTIFICATION Tennessee State Museum

I. Executive Summary

The Tennessee State Museum has identified the following three job classes for the Voluntary Buyout Program: Museum Curator, Accounting Technician 2 and Information Systems Specialist 4.

Because Museum Curator is the largest job class within this agency, we are offering the buyout program to nine curators, with a goal of reducing that number by at least one position. We feel that the duties of the Museum Curator can be shared among the remaining curatorial staff members.

The Accounting Technician 2 and Information Systems Specialist 4 positions are within the museum's administrative services group. During Fiscal Year 2007/08, the museum utilized the Office of Information Resources (OIR) and Shared Service Solutions to specifically support these positions by outsourcing some of the functions performed within these areas. With the continued support of OIR and Shared Services, coupled with some reassignment of duties within the administrative division, the museum could operate with no reduction or loss of services.

II. Business Justification and Assessment

When reviewing each museum job classification for possible inclusion in the Voluntary Buyout Program, the objective of the museum management team was to make selections which would provide reasonable assurance that the museum could continue to meet its program objectives; promote operational efficiency and effectiveness; and strengthen compliance with laws, regulations, rules, and contracts and grant agreements. We believe selection of the aforementioned groups will meet those objectives.

III. Information for F&A Budget

Attached

A handwritten signature in black ink, appearing to read "Lois Riggins-Ezzell". The signature is fluid and cursive, with the first name "Lois" being the most prominent.

Lois Riggins-Ezzell
Executive Director
Tennessee State Museum

Date: May 27, 2008